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GOVERNOR

STATE OF NEW JERSEY
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August 31, 2015

NOTICE OF JOB VACANCY
#15-172

A competitive opportunity currently exists in the classified service with the Department of Law and Public Safety within the Office of the Attorney General, Information Technology section, for permanent State employees in the competitive division who meet the minimum requirements set forth below:

TITLE: Technician, Management Information Systems

SALARY: \$41,230.15 - \$58,006.69

LOCATION: Office of the Attorney General
Information Technology
Richard J. Hughes Justice Complex
Trenton, NJ 08625

NUMBER OF POSITIONS AVAILABLE: One (1)

DUTIES: Under supervision assigned to a program or operational unit having responsibility for a specific, existing information processing system operation, implements and monitors management information systems used to compile, store, retrieve, and process varied types of financial, program, or other information unique to the unit; operates computers and related equipment controls; analyzes and troubleshoots information processing program or system error conditions; updates and analyzes application software problems; performs system maintenance; or in a client/server environment, provides hardware/software support to end users; installs hardware and software on servers or workstations; does other related duties.

REQUIREMENTS

EDUCATION: Completion of sixty (60) semester hour credits from an accredited college or university.

EXPERIENCE: One (1) year of experience in work involving information systems including responsibility for gathering, compilation, retrieval, maintenance, and distribution of financial, management, and/or other technical information in a public or private organization, or in providing user support and solving user problems in a help desk or related environment.

NOTE: Twenty-four (24) semester hour credits in data processing from an accredited college or university may be substituted for up to two (2) years of the required education and/or experience.

NOTE: Applicants who do not meet the above education requirement may substitute additional experience as indicated on a year-for-year basis, with thirty (30) semester hour credits being equal to one (1) year of experience.

LICENSE: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

HOW TO APPLY: If you are interested in the above position, please send a resume and cover letter, including the job vacancy number, no later than the closing date of: **September 14, 2015** to:

Recruitment Coordinator
LPS.Humanresources@lps.state.nj.us

or

Recruitment Coordinator
Office of the Attorney General
P.O. Box 081
Trenton, NJ 08625-0085

The Department of Law and Public Safety is an Equal Opportunity Employer and is committed to inclusive hiring and dedicated to diversity in our staff. We strongly encourage people from all groups and communities to apply.

The "New Jersey First Act," N.J.S.A. 52:14-7 (L. 2011, Chapter 70), requires new public employees to reside in the State of New Jersey within one (1) year of employment.

